The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

| 2017-18 |

1. Details of the Institution

1.1 Name of the Institution

| SVRK GOVT. DEGREE COLLEGE FOR MEN |

1.2 Address Line 1

| Pangidi Road |

Address Line 2

| Near FCI Godowns |

City/Town

| NIDADAVOLE |

State

| Andhra Pradesh |

Pin Code

| 534301 |

Institution e-mail address

| nidadavolem.jkc@gmail.com |

Contact Nos.

| 08813 221103 |

Name of the Head of the Institution:

| Dr.M.Sreenivasa Prasad |

Tel. No. with STD Code:

| 08813 221103 |

Mobile: 9440339795

Name of the IQAC Co-ordinator: M.Venkata Rao

Mobile: 9440675298

IQAC e-mail address: nidadavolem.jkc@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   15298

OR

1.4 **NAAC Executive Committee No. & Date:**   Ec/65/RAR/23 Dt.25.10.2013
    (For Example EC/32/A&A/143 dated 3-5-2004.
    This EC no. is available in the right corner- bottom
    of your institution's Accreditation Certificate)

1.5 Website address: www.svrkgdc.info

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B		2006	
2	2nd Cycle	B	2.5	2013	5 Years (25.10.2013 to 24.10.2018
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   01/01/2007

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

 i. AQAR _____ _____ (DD/MM/YYYY)4
 ii. AQAR_____ _____ (DD/MM/YYYY)
 iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

 University   State [√] Central [ ] Deemed [ ] Private [ ]

 Affiliated College   Yes [√] No [ ]

 Constituent College Yes [ ] No [√]

 Autonomous college of UGC Yes [ ] No [√]

 Regulatory Agency approved Institution Yes [ ] No [√]

 (eg. AICTE, BCI, MCI, PCI, NCI)

 Type of Institution Co-education [√] Men [ ] Women [ ]

       Urban [√] Rural [ ] Tribal [ ]

 Financial Status Grant-in-aid [ ] UGC 2(f) [√] UGC 12B [√]

     Grant-in-aid + Self Financing [ ] Totally Self-financing [ ]

1.10 Type of Faculty/Programme

 Arts [√] Science [√] Commerce [√] Law [ ] PEI (Phys Edu) [ ]

 TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

 Others (Specify) [.]

1.11 Name of the Affiliating University *(for the Colleges)*

> Adikavi Nannaya University, Rajamahendravaram, East Godavari, Andhra Pradesh

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence   UGC-CPE

DST Star Scheme   UGC-CE

UGC-Special Assistance Programme   DST-FIST

UGC-Innovative PG programmes   Any other (*Specify*)

UGC-COP Programmes   √

2. IQAC Composition and Activities

2.1 No. of Teachers   5

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   3

2.4 No. of Management representatives   -

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and

     community representatives   1

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   1

2.9 Total No. of members   13

2.10 No. of IQAC meetings held   03

2.11 No. of meetings with various stakeholders: No. | 02 | Faculty | 05 |

Non-Teaching Staff Students | 1 | Alumni | 1 | Others | 1 |

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No | √ |

If yes, mention the amount | - |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [ ]   International [ ]   National [ ]   State [ ]   Institution Level | 3 |

(ii) Themes | Quality Sustenance Measures as Post-Accreditation |

2.14 Significant Activities and contributions made by IQAC

> 1.Every 4th Saturday "Clean & Green"
> 2.College campus declared as fuel free on every Friday falls before second Saturday
> 3.Faculty Forums for the Exchange of Ideas
> 4.Conducted Blood Donation Camp

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To conduct Internal Academic Audit to review the action plans and initiatives taken by all departments and the curricular and co-curricular committees of the college.	Yes, Internal Academic Audit was conducted and Committees assessed the departments for the academic year 2016-17.
To identify the weaknesses of the individual departments for corrections and improvement.	During the academic audit weaknesses of individual departments were recorded and discussed the possibilities of improvement.
To identify the strengths of individual departments.	During the academic audit strengths of individual departments were recorded and discussed for the overall development of the college.
To conduct health camps for students within the college	Conducted Blood Donation Camp and also Health awareness programmes by Women Empowerment Cell, NSS, Red Ribbon Club.

To promote community development activities and awareness programmes by the student.	A good number of awareness programmes were conducted like AIDS awareness, Consumers awareness and Pollution prevention, implementation of fuel free zone of the college premises.
To activate the Alumni Committee activities and to conduct interface meetings of the students with alumni committee.	Conducted a meeting of Alumni with teachers and students.
To inculcate quality culture in all the activities of the departments.	A healthy and quality atmosphere is generated among the departments with common activities by mutual cooperation and coordination.
To disseminate information regarding various recruitments, higher education opportunities and faculty development programmes to all the stake holders for quality sustenance	Information is promptly disseminated by the Library and information centre.
To organize inter and intra institutional workshops, seminars on quality related themes in regular intervals.	Most of the activities are inter institutional activities covering all colleges in the district or Zone. And most of the activities within the college are also inter departmental.
To promote 'research culture' actively among teachers and students.	Research culture among the Students and Teachers in developed and as result of it, this year a good number student Projects are completed.
To focus issues of women in the institution to achieve gender equality.	Many activities are carried out by Women Empowerment cell to address the issues of Women.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management ☐   Syndicate ☐   Any other body   **CPDC** √

Provide the details of the action taken

AQAR is examined by CPDC thoroughly and recommended the IQAC to submit it to NAAC

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	5	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	1
Others	-	-	-	-
Total	5	-	-	1

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	5 (Running)
Trimester	-
Annual	5 (last batch)

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students ☑
   (On all aspects)

   Mode of feedback   :   Online ☐ Manual ☑ Co-operating schools (for PEI) ☐

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
15	13	2	-	-

2.2 No. of permanent faculty with Ph.D.

1

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	12	0	-	-	-	-	-	0	12

2.4 No. of Guest and Visiting faculty and Temporary faculty

1		5		

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-		
Presented papers	-		
Resource Persons	-		

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> Teaching-learning is taking place through Peer learning, Group discussion, student seminars, quiz programmes and Field work.

2.7 Total No. of actual teaching days
     during this academic year

2.8 Examination/ Evaluation Reforms initiated by
     the Institution (for example: Open Book Examination, Bar Coding,
     Double Valuation, Photocopy, Online Multiple Choice Questions)

> CBCS Introduced, Internal Evaluation for 25% of Marks

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development
     as member of Board of Study/Faculty/Curriculum Development workshop

01		

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	22	0	04	05	07	72.17%
B.COM	37	0	06	11	09	70.2%
B.SC	34	0	09	04	03	47%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

➢   IQAC conducts awareness programs for student centric teaching-learning activiaties.

➢   It monitors the quality during Departmental visits as part of academic audit

➢   Evaluation is done by obtaining feedback from the stakeholders.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	03
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	10	03	-
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> ➢ Staff members are encouraged to participate in State level/National level seminars and present papers by disseminating information about them.
>
> ➢ Newly recruited Lecturers are guided to apply various funding agencies to research projects.
>
> ➢ Students are encouraged to carry out student research projects.
>
> ➢ Field work and study tours and Industrial visits are also organized.
>
> ➢ Staff members are encouraged to register for doing M.Phil./Ph.D.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01		
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. [-]   Chapters in Edited Books [-]

ii) Without ISBN No. [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy   [Format Consultancy is offered]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [   ]

3.13 No. of collaborations   International [-]   National [-]   Any other [-]

3.14 No. of linkages created during this year [-]

3.15 Total budget for research for current year in lakhs :

From Funding agency [-]   From Management of University/College [-]

Total [-]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions   received by faculty and research fellows
      Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
      who are Ph. D. Guides

-

      and students registered under them

-

3.19 No. of Ph.D. awarded by faculty from the Institution

-

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF -   SRF -   Project Fellows -   Any other -

3.21 No. of students Participated in NSS events:

University level -   State level -

National level -   International level -

3.22 No. of students participated in NCC events:

University level -   State level -

National level -   International level -

3.23 No. of Awards won in NSS:

University level -   State level -

National level -   International level -

3.24 No. of Awards won in NCC:

University level	-
State level	-
National level	-
International level	-

3.25 No. of Extension activities organized

University forum [ ]   College forum [ ]

NCC [ ]   NSS [ ]   Any other [ ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- HIV/AIDS Awareness Programme, Blood Donation Camp.

- International Literacy Day, Human Rights Day, Consumer Rights Protection.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9.68			9.68
Class rooms	12			12
Laboratories	6			6
Seminar Halls	1			1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		1	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		1,55,081	UGC	
Others				

4.2 Computerization of administration and library

Office Administration & Library are Partially Computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17688	-	-	-	17688	-
Reference Books	-	-	508	204290	508	204290
e-Books	-	-	1	5750	1	5750
Journals	07	-	23	51441	30	51441
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing								
Added								
Total								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. Skill Oriented Training Programme on MS Office, Net Browsing and ICT enabled teaching was conducted for the benefit of all teachers.

2. Internet facility in provided in the library.

3. Internet access is being provided to teachers and the students in the network resource centre.

4. UGC sponsored Career Oriented Programme(COP) in IT is introduced to non-computer group students.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   `-`

   ii) Campus Infrastructure and facilities   `-`

   iii) Equipments   `1,55,081`

   iv) Others

Total :   `1,55,081`

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC advises all departments to display information regarding higher education opportunities, Job opportunities and Seminars/Workshops/Conference taking place on different themes in various colleges, in their departmental notice boards.

- IQAC creates awareness about various student support services available in the institution i.e. Library resources, Programmes available in Jawahar Knowledge Centre(JKC), Scholarships available from various sources, Grievances and Redressal Cell and about film clubs activiaties.

- Girl students are advised to approach Women Empowerment Cell to resolve their problems including Regging.

5.2 Efforts made by the institution for tracking the progression

- ➢ Class incharges are in contact with their Wards and keeping a record of their vertical progression, persons joining services and higher education.

- ➢ Class incharges are constantly monitoring their further progress by keeping in touch with them through their Mobiles.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
387	-	-	-

(b) No. of students outside the state   `-`

(c) No. of international students | - |

Men | No | % | Women | No | % |
| | | | | |

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
											387

Demand ratio 2:1   Dropout % 10%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> ➢ The Career Guidance Cell and Jawahar Knowledge Centre (JKC) supports and guide the students appearing for various competitive exams and campus drives.
>
> ➢ Special Coaching is given through JKC regarding Communication, Soft Skills.

No. of students beneficiaries | |

5.5 No. of students qualified in these examinations

NET | - | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

5.6 Details of student counselling and career guidance

> ➢ Students are given coaching to take up different Common Entrance Tests(CET) conducted by different Universities for higher learning.
>
> ➢ Career Guidance Cell organizes meetings with students to enable them different recruitment notifications.

No. of students benefitted | |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

> Women Empowerment Cell organizes gender sensitization programmes on
>
> ➢ Women's Rights
>
> ➢ Domestic Violence
>
> ➢ Women's Equality
>
> ➢ Empowerment of Women
>
> ➢ Role of Women in Society

5.9 Students Activities

    5.9.1   No. of students participated in Sports, Games and other events

State/ University level | - | National level | - | International level | - |

No. of students participated in cultural events

State/ University level | | National level | | International level | |

    5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | - | National level | - | International level | - |

Cultural: State/ University level | - | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level   [-]   National level   [-]   International level   [-]

Exhibition: State/ University level   [-]   National level   [-]   International level   [-]

5.12   No. of social initiatives undertaken by the students   [   ]

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISSION & MISSION

        To train all students in self-discipline, self-confidence, self-sufficiency and awareness of social responsibilities through curriculum and extension services, healthy and best practices.

6.2 Does the Institution has a management Information System

Partial Management Information System is functioning at present in the
   1.   Student's scholarships information
   2.   Treasury Bills information
   3.   Student Admissions information.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> ➤ The institution is contributing to the quality development in the curriculum through its senor teachers who are members of BOS of Autonomous Colleges.
>
> ➤ They are sensitized through IQAC about the curriculum goals and strengthening the conceptual teaching.

6.3.2 Teaching and Learning

> ➤ Faculty members are encouraged to attend orientation programmes and Refresher Courses to improve the quality of teaching and learning.

6.3.3 Examination and Evaluation

Teachers are encouraged to assess the students continuously. This is done in two ways. i.e. Formative assessment and Summative assessment.

> ➤ Assignments, Unit Tests, Monthly tests and terminal are conducted every year to evaluate student performance.
>
> ➤ Basing on this, suggestions are made to improve results.

6.3.4 Research and Development

> ➤ The college encourages staff and students to engage in research activities.
> ➤ Faculty are guided to approach UGC and other funding agencies for financial assistance to pursue research.
> ➤ Students are also advised to take study projects in order to inculacate research culture.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> ➤ Various employment news and notifications are displayed for students on the notice board.
> ➤ Various magazines, news papers, journals and reference books available for staff and students.
> ➤ Several text books, reference books were added and Journals were subscribed with the grants from UGC.
> ➤ The institute has three LCD projectors to enable the students ICT based learning.
> ➤ Seventy two computers with internet and reprography facility available for students and staff for strengthening research activities.

6.3.6 Human Resource Management

> - The available human resources were well exploited for quality education through proper planning and inspection. The students circles are formed and they are involved in all the development activities of the institution.
> - Computer education was made mandatory to all the staff members for self-management of the ICT.
> - The curriculum was effectively dispensed by practical training. This was achieved through MOUs with the local industries.

6.3.7 Faculty and Staff recruitment

> - Permanent Lecturers are recruited by Public Service Commission who is highly qualified with NET/M.Phil./Ph.D. qualifications.
>
> - The guest and contract lecturers who performed well are given teaching assignments in the next academic year automatically.

6.3.8 Industry Interaction / Collaboration

> - Industry interaction is achieved through industrial visits where students can see the latest technological advancements.
> - Collaboration with the industries is formed with MOU's and linkages.

6.3.9 Admission of Students

> - The criteria adopted for admissions are purely merit, following the rules and regulations stipulated by the University and Government time to time.
> - Merit list is prepared as per the reservation rules and displayed in the college notice board.
> - The selection/waiting list of students is intimated through post.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	

6.5 Total corpus fund generated   -

6.6 Whether annual financial audit has been done   Yes [ ]   No [√]

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE, Vijayawada	Yes	Academic Advisor
Administrative				

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [√]   No [ ]

For PG Programmes   Yes [-]   No [-]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> ➢ The affiliating University has introduced the concept of the Internal Evaluation @ 25% of marks from the academic year 2016-17.
>
> ➢ The college conduct TWO internal examinations and the average marks of these two tests will be taken for internal evaluation.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> ➢ The affiliating University is encouraging promising colleges to apply for Autonomy and the College Development Council(CDC) of the University is readily forwarding the applications of willing colleges.

6.11 Activities and support from the Alumni Association

> ➢ The institution conducts meetings twice a year to discuss the college development activities and collect their mobile numbers, residential addresses to have contact with them.
> ➢ For every activity conducted in the college the alumni is invited.
> ➢ They contribute saplings to the greenery in the college campus.
> ➢ They participate in the awareness programmes conducted in the college.

6.12 Activities and support from the Parent – Teacher Association

> ➢ Parent-Teacher Association is playing an active role in maintaining campus discipline.

6.13 Development programmes for support staff

> ➢ Training programs on MS-Office, office automation and laboratory maintenance were organized for the benefit of support staff.
>
> ➢ They are also participating in the Human Values and Professional Ethics training programme conducted by the college at the District Level.

6.14 Initiatives taken by the institution to make the campus eco-friendly

> ➢ At the beginning of the academic year it was resolved that the campus is fuel free on every Friday falls before the second Saturday of every month.
> ➢ An Eco Club was formed with students and staff as members. It maintains the greenery of the campus.
> ➢ A pit was dug in order to harvest the rain water to improve the ground water level.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> ➢ Bio-diesel plants are grown in the college and awareness is created about their use.
>
> ➢ The college campus is made fuel free on every Friday falls before second Saturday of every month.
>
> ➢ A vibrant Faulty Forum is functioning in which every college teacher.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> ➢ IQAC conducted meetings to chalk out and to review the activities and healthy practices.
> ➢ Internal Academic Audit was conducted twice in the academic year.
> ➢ One ICT enabled Hall was developed.
> ➢ Awareness camps on HIV/AIDS, Pollution, Ill effect of plastic, gender equality were conducted under the aegis of NSS, Women Empowerment Cell and RED Ribbon Club Etc.
> ➢ Research culture is developed among the students.
> ➢ College campus is declared as fuel free on every Friday falls before the second Saturday of every month.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> ➢ The college campus is made fuel free on every Friday falls before second Saturday of every month.
>
> ➢ The girl students are provided with free bus passes every month.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> ➢ Extensive plantation and development of a green cover in the college campus.
> ➢ College is made fuel free on every Friday falls before second Saturday of every month.
> ➢ Bio-diesel plants.
> ➢ Pit for rain water harvesting.

7.5 Whether environmental audit was conducted?   Yes | √ | No | |

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

IQAC SWOT Analysis for 2016-17	
Strengths and Weaknesses	
Strengths	**weaknesses**
• Dedicated and Qualified Staff with work culture and Professional discipline. • Disciplined and well-turned students • Work minded office and supporting staff • Optimum Utilisation of physical facilities • Transparent Administration • Adequate space for further development • Aim for all round development with collective efforts of all stakeholders • Mobilization of public and Alumni support. • Governance based on collective decision making through different committees • Positive attempt and approach to the issues of the faculty.	• Insufficient length of continuity of staff due to State transfer policy. • Insecure old physical structures. • Inadequate administrative and supporting staff. • Lack of sports and games infrastructure facilities.
Opportunities and Threats External to Organisation	
Opportunities	**Threats**
• Progressive futuristic trends from MHRD & State Govt. • Financial assistance from RUSA & UGC XII Plan • Encouraging national/State funding Demographic dividend. • Healthy Competition.	• Competition from Private Institutions • Mushrooming Corporate Colleges • Declining trend in Enrolment in Public Funding Institutions • Increasing evidences of gender discrimination • Declining and discouraging sex ratios between men and women.

8. **Plans of institution for next year**

Institutional Plan in attached in Annexure-I

Name _____   *Name* _____

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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